

# KVOA COMMUNICATIONS, INC.

P.O. Box 5188, Tucson, Arizona 85703-0188 Studios at 209 W. Elm, 85705-6538 Tel: 520.792.2270 Fax: 520.620.1309

www.kvoa.com

For Internal Station Use This Form Should Be Used to Create a Job Vacancy Folder For Each Vacancy at the Station(s) Use This Information In Completing Appendices 1 and 2 of the EEO Public File Report **NEW JOB VACANCY** Part A I. General Information Muti-media Journalist 1. Job Title: 2. Station: 3. Date Position Opened: Flm (m 19 12012 4. Date Position Filled: \_\_, May 14,2012 5. Documentation of Dissemmation of Notice: Has Part B of this form detailing recruitment efforts undertaken been complete and dated copies of all advertisements, bulletins, letters, faxes, emails or other communications announcing this vacancy attached hereto? Yes [V] No [ ] II. Interviews 1. List of people interviewed for this position: Name Date Recruitment Source

<ul> <li>2. Total number of people interviewed for this position:</li> <li>3. Total number of applicants for this job:</li> </ul>	
III. Hiree	
Person ultimately hired for this position:	
Name: Ryan Haarer  Recruitment Source: Tyjobs.com	
Approval:  General Manager:  Date: > /// -	



# KVOA COMMUNICATIONS, INC.

P.O. Box 5188, Tucson, Arizona 85703-0188 Studios at 209 W. Elm, 85705-6538

Tel: 520.792.2270 Fax: 520.620.1309

www.kvoa.com

Part B R	ecruitment Sources Utilized
1.	Was a copy of the job notice for this vacancy posted in a place where employees would easily see it at the station(s) and at other stations in the group?
	Yes [V] No [ ]
	Date posted: 3/15/12 Attach a copy of notice posted.
2.	Was a copy of the job notice for this vacancy sent to any third party for distribution to its list of referral organizations (i.e. state broadcasters association)?
	Yes No [ ]
	Name of Third Party:  Date Sent: 3/15/12  Attach proof of sending to third party.  Attach copy of third party's proof of distribution.
3.	Was a copy of the job notice for this vacancy sent to all the organizations on the station's list of organizations entitled to receive copies of such notices (Form B-2)?
	Yes [ No [ ]
	Date Sent: 3/15/12  Attach a copy of the current list of such organizations.  Attach proof of sending to such organizations.
4.	Was a copy of the job notice for this vacancy sent to any additional organizations or advertised in any additional media outlets?
	Yes [ No [ ]
	Complete the following information for each additional source utilized for advertising the vacancy. Attach copies of newspaper advertisements and scripts of radio/television

advertisements. Attach proof of publication.

<u>a)</u>	Name of Source:	
	Contact Person:	
**************************************	Address:	
-		
-		
DATE SAFETY AND ADDRESS OF THE PARTY AND ADDRE	Telephone:	Fax:
Pendenna	Email:	
power distribution	How was notification given to this source?	
<u>b)</u>	Name of Source:	
BOOLOGGE	Contact Person:	
***************************************	Address:	
Marketopyson		
E1314444444	Telephone:	Fax:
<b>Наибылу</b> форма	Email:	
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c)	Name of Source:	
	Contact Person:	
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4)	Name of Source:	
<u>u</u> )	Contact Person:	
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<u>e)</u>	Name of Source:		
	Contact Person:		
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emorniesso	How was notification given to this source?		
f)	Name of Source:		
enerous so	Contact Person:		Michaelmoniamicania
MANAGERICA	Address:		
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<b>AUDITIONIS</b>	Telephone:	Fax:	
ex-10-234141	Email:		
	How was notification given to this source?		
g)	Name of Source:		
MANAGEMENT.	Contact Person:		
Marchana	Address:		Representation (San
MONORMAN			Billion and American designation of the Control of
minuscone			
Marine	Telephone:	Fax:	
-	Email:		
CONTRACT	How was notification given to this source?		

# Multi Media Journalist

Posted: Mar 15, 2012 10:57 AM Updated: Mar 15, 2012 10:57 AM

A strong NBC news station in Southern Arizona is looking for a talented, organized and aggressive Multi Media Journalist.

This reporter will shoot video, write and edit stories for our on-air and online product. Successful candidates will have demonstrated the ability to investigate stories and deliver compelling TV and digital media packages.

You must be able to manage your time to produce content for multiple platforms including social networks on a variety of deadlines. Strong oncamera presentation skills including the ability to deliver live breaking news is a must.

Like
Tweet (0
SHARE
Rating:

Candidates must have at least 2 years experience as a reporter at a commercial television station. An Arizona driver's license will be required along with a clean driving record and the ability to lift and carry up to 50 pounds of equipment.

A Bachelor's degree in journalism, communications or a related field is preferred.

ENPS knowledge is a plus. Email or send your resume to:

Cathie Batbie KVOA-TV Assistant News Director 209 W. Elm Street Tucson, Arizona 85705 cbatbie@kvoa.com

NO PHONE CALLS PLEASE.

KVOA IS AN EQUAL OPPORTUNITY EMPLOYER.

PRE-EMPLOYMENT DRUG TESTING IS REQUIRED.

MOTOR VEHICLE RECORD REQUIRED.

### Multi Media Journalist

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MOTOR VEHICLE RECORD REQUIRED.

To apply, send resume, cover letter and contact information to:

Cathie

Batbie

KVOA.com

, AL

Phone:

Fax:

Email contact form

- · Locations: AZ-Tucson
- · Departments: News
- Printer-friendly version \_\_\_ Send to friend

# careerpage home find a job post a job member login

To apply: Email or send your resume to: Cathie Batbie KVOA-TV News Director 209 W. Elm Street Tucson, Arizona 85705 cbatbie@kvoa.com NO PHONE CALLS PLEASE. KVOA IS AN EQUAL OPPORTUNITY EMPLOYER. PRE-EMPLOYMENT DRUG TESTING IS REQUIRED. MOTOR VEHICLE RECORD REQUIRED.

Contact: Cathie Batbie by 2012-04-15 Tucson, AZ 85705 Multi Media Journalist Posted: 2012-03-15 Tucson, AZ

Description: A strong NBC news station in Southern Arizona is looking for a talented, organized and aggressive Multi Media Journalist.

#### Responsibilities:

Requirements: You must be able to manage your time to produce content for multiple platforms including social networks on a variety of deadlines. Strong on-camera presentation skills including the ability to deliver live breaking news is a must. Candidates must have at least 2 years experience as a reporter at a commercial television station. An Arizona driver's license will be required along with a clean driving record and the ability to lift and carry up to 50 pounds of equipment. A Bachelor's degree in journalism, communications or a related field is preferred. ENPS knowledge is a plus.

2010 © All Rights Reserved National Alliance of State Broadcasters Associations

# **CAREER**

**JOBS** 

#### Multi Media Journalist

15 MARCH 2012

Type:

News

Organization:

KVOA-TV (\*ABA MEMBER)

Location:

Tucson, Arizona

Description:

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MOTOR VEHICLE RECORD REQUIRED.

Posted In: CAREER : JOBS : NEWS



Broadcast Employment Services



# **KVOA** (NBC) Tucson, Arizona

Position

Multi Media Journalist

Station Ownership Cordillera Communications

Station Slogan

"News 4 Tucson"

Reference #

Will be re-assigned ...

Type

Television

Full / Part

Experience

Full Time - Regular

Posted

3/15/2012

Closes

4/15/2012

Time Left

31 Davs

DMA

#70

Found In

News / Talent - General Assignment

Reporter



# Multi Media Journalist

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# Supplemental Information

Salary Type

Salary Range

Starting Salary / Year

Starting Salary / Hour

Job Type

Full Time -

Regular

Hours

Workweek

Scheduled on Holidays

Strong Possibility

Start Date

**Probation Period** 

**Benefits** 

Yes

Benefit Premium

Partially Paid By

Company

401K Plan

Available

Vacation

Yes

Paid Sick Leave

Yes - Full Time

Only

Phone Calls

No Phone Calls

Please

Agent Phone Calls

No Phone Calls

Please

Résumé

Required

Cover Letter

References

Salary History

Tape / Reel

Required

Tape Format

Tape Return

Director's Track

FAX Résumé

Yes - (520) 884-

4639

TVJobs.com E-Résumé

Yes

Degree Required

Preferred

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When responding to this job ad, please mention you saw it listed at TVJobs.com

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Annual <u>E-Résumé</u> subscription or <u>DigitalTalent</u> résumé required.

[ View other KVOA job listings ]

Contract Required
Contract Length

**Special Requirements** Yes - See Ad

Driver's LicenseRequiredInsuranceRequiredGood Driving RecordRequiredHeavy LiftingRequired

**Previous Applicants** 

**Local Apartment Rental** 

Moving Expenses Negotiable

Union Position No

**Union Contract Expires** 

**Confirmation Letter** 

Rejection Letter

Feedback

Drug Screen Yes

Proof of Eligibility to work in Yes U.S. Required

\_\_\_\_

Equal Opportunity Employment

EOE Data Form

Yes

Yes

# Wildcat JobLink

# Multi Media Journalist

**KVOA Communications** 

Posted: Mar 15, 2012

DIVISION

N/A

POSITION TYPE Full Time, Regular

SALARY LEVEL Negotiable

DESCRIPTION

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LOCATION
City
Tucson
State/Province
Arizona
Country
United States

JOB FUNCTION
Communications Related

**CONTACT INFORMATION** 

Mrs. Gabriella Trejo 209 W. Elm

Tucson, Arizona 85705 United States Important Dates Posted On: Mar 15, 2012

Applications Accepted Until: Apr 14, 2012

# Job Detail Information

#### Job Information

Job ID

2556581

Job Title

Multi Media Journalist

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MOTOR VEHICLE RECORD REQUIRED.

Type of Job

Full Time

Job Location

Tucson, Arizona

**Posting Date** 

03/19/2012

**Expiration Date** 

04/14/2012

Job Requirements

**Degrees Wanted** 

None Required

**Majors Wanted** 

Any Major

**Job Targets Wanted** 

Any Job Target

Special Skills Wanted

Other Job Requirements

**Company Information** 

KVOA Communications, Inc.

**Employer Web Site** 

**Company Name** 

http://www.kvoa.com

**Company Description** 

Cordillera Communications - A Division of Evening Post

Publishing

Contact

**Equal Opportunity Employer** 

Yes

**Contact Information** 

Name: Gabriella Trejo

Address: 209 West Elm St

Tucson, AZ 85705

Phone: (520) 884-4604

Fax: 520-884-4639

Email: gtrejo@kvoa.com

# media**match**))

Home» Job Management» Multi Media Journalist

#### **Edit Job**

Job Details

Job Title:

Multi Media Journalist

City, State:

Tucson, Arizona

paid

non-paid

Salary:

Negotiable

Duration:

Details:

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Keep company name confidential

Send me an email when this job goes live

#### **Application Details**

Application method:

Email:

email for responses:

cbatbie@kvoa.com

Receive application emails immediately

1 digested email every 3 hours

1 digested email per day

Closing date:

Specify closing date for applications

Preview

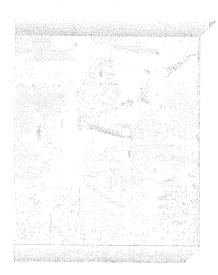
Update Job

deactivate job

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Spurkle





SUBMIT YOUR JOB OPENINGS

### Go back and make changes

#### Listing looks OK, please post

#### Multi Media Journalist

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#### Station

KVOA Communications, Inc.

#### Station Affil

NBC

#### <u>Market</u>

66, Tucson, AZ

#### Exp Required

2

#### **Contact Name**

Cathie Batbie, News Director

#### **Contact Phone**

No Phone Calls, Please

# Contact Email cbatbie@kvoa.com

#### Contact Address

KVOA Communications, Inc. 209 W. Elm Street Tucson, AZ 85705









# Recruitment Sources-Sister Stations

**KXLF** 

1003 S Montana

Butte MO 59701

Pat Cooney

General Manager

FAX: 406-782-8906 V

Tel: 406-496-8400

**KRTV** 

Hwy 87 PO Box 2989

Great Falls MO 59404

Jon Saunders General Manager

FAX: 406-791-5479

Tel: 406-453-2431

**KPAX** 

PO Box 4827

Missoula MO 59801

Bob Hermes General Manager

FAX: 406-543-7111 V

Tel: 406-543-7106

KTVQ

Box 2557

Billings MO 59103

Monty Wallis General Manager

FAX: 406-252-9938 V

Tel: 406-252-5611

KOAA

2200 7TH Ave

Pueblo CO 81003

Evie Hudson Business Manager

FAX: 719-295-6685 V

Tel: 719-544-5781

KATC

PO Box 63333

Layfayette LA 70506

Kathy Schexnayder Business Manager

FAX: 337-235-9363

Tel: 337-235-3333

KRIS

409 Staples St

Corpus Christi TX 78401

Alice Galindo Business Manager

FAX: 361-885-3773 V

Tel: 361-886-6100

**WLEX** 

PO Box 1457

Lexington KY 40591

Sandy Byron Business Manager

FAX: 859-254-1272 V

Tel: 859-226-7600

KSBY

1772 Calle Joaquin

San Luis Obispo CA 93405

Rebecca Paxton Business Manager

FAX: 805-541-5142 V

Tel: 805-541-6666



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# Job Opening

# Multi Media Journalist

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**DATE:** March 15, 2012

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#### www.kvoa.com

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# Facsimile Transmittal Sheet

	Multi Media Journalist Master Control Operator Account Executive Interactive Account Executive				
Attached are job posting for :					
REMARKS:					
Engineering: 520.628.7186		520.628.7186		GM:	520.884.4600 .
<b>Sales/Traffic:</b> 520.624.5983			News 4:	520.884.4644	
PHONE: 520.884.4604			FAX:	520.884.4639	
				<u> </u>	
RE:				CC:	
FAX:	1-406	5-782-8906		TEL:	
TO:	Pat Cooney			FROM:	Gabriella Trejo
	1011110, 2012		- Control of the Cont	FAGES.	5 pages including Coversneet

Thank you, Gabriella Trejo Payroll Clerk

This transmission is confidential and intended only for the above addressee. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this transmission is prohibited. If you have received this communication in error, please notify the sender immediately by phone and mail the original back to us. Thank you.

Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 9:25AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	9:23AM	Fax Sent	14067828906	1:59 N/A	5	ОК

# Note:

Image on Fax Send Report is set to Off



Thank you, Gabriella Trejo Payroll Clerk

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet
то:	Jon Saunders		FROM:	Gabriella Trejo
FAX:	1-406-791-5479		TEL:	
RE:			CC:	
	~			
PHONE:	520.	884.4604	FAX:	520.884.4639
***************************************				
Sales/Tr	<b>Traffic:</b> 520.624.5983		News 4:	520.884.4644
<b>Engineering:</b> 520.628.7186		GM:	520.884.4600	
REMARK	(S:			
Attached are job posting for :  Multi Media Journalist  Master Control Operator  Account Executive  Interactive Account Executive				

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**Fax Log for**Gabriella Trejo
+1 (520) 884-4639
Mar 15 2012 9:28AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	9:26AM	Fax Sent	14067915479	1:59 N/A	5	OK

### Note:

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet
то:	Bob Hermes		FROM:	Gabriella Trejo
FAX:	1-406-543-7111		TEL:	
RE:			CC:	
PHONE:	NE: 520.884.4604		FAX:	520.884.4639
Sales/Traffic:		520.624.5983	News 4:	520.884.4644
Engineering:		520.628.7186	GM:	520.884.4600

#### **REMARKS:**

Attached are job posting for:

Multi Media Journalist **Master Control Operator Account Executive** Interactive Account Executive

Thank you, Gabriella Trejo Payroll Clerk

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Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 9:32AM

# **Last Transaction**

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	9:30AM	Fax Sent	14065437111	2:01 N/A	5	OK

### Note:

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#### www.kvoa.com

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet
TO:	Monty Wallis		FROM:	Gabriella Trejo
FAX:	1-406-252-9938		TEL:	
RE:			CC:	
PHONE:	<b>HONE:</b> 520.884.4604		FAX:	520.884.4639
	***			
Sales/Traffic:		520.624.5983	News 4:	520.884.4644
Engineering:		520.628.7186	GM:	520.884.4600

#### **REMARKS:**

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Multi Media Journalist
Master Control Operator
Account Executive
Interactive Account Executive

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Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 9:37AM

# **Last Transaction**

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	9:35AM	Fax Sent	14062529938	2:03 N/A	5	OK

### Note:

Image on Fax Send Report is set to Off



# **KVOA** Communications, Inc.

P.O. Box 5188, Tucson, AZ 85703-0188 Studios at 209 W. Elm Street, 85705-6538

### www.kvoa.com

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet
то:	Evie Hudson		FROM:	Gabriella Trejo
FAX:	1-719-295-6685		TEL:	
RE:			CC:	
PHONE:	520.	884.4604	FAX:	520.884.4639
		(	-	
Sales/Traffic:		520.624.5983	News 4:	520.884.4644
Engineering:		<b>19:</b> 520.628.7186		520.884.4600
	····			

#### **REMARKS:**

Attached are job posting for:

Multi Media Journalist
Master Control Operator
Account Executive
Interactive Account Executive

Thank you, Gabriella Trejo Payroll Clerk

This transmission is confidential and intended only for the above addressee. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this transmission is prohibited. If you have received this communication in error, please notify the sender immediately by phone and mail the original back to us. Thank you.

Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 9:45AM

# **Last Transaction**

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	9:42AM	Fax Sent	17192956685	2:44 N/A	5	OK

### Note:

Image on Fax Send Report is set to Off



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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet
TO:	Kath	Kathy Schexnayder		Gabriella Trejo
FAX:	1-337-235-9363		TEL:	
RE:			CC:	
PHONE:	<b>PHONE:</b> 520.884.4604		FAX:	520.884.4639
-				
Sales/Traffic:		520.624.5983	News 4:	520.884.4644
Enginee	ring:	520.628.7186	GM:	520.884.4600

# **REMARKS:**

Attached are job posting for:

**DATE:** | March 15, 2012

Multi Media Journalist **Master Control Operator Account Executive** Interactive Account Executive

Thank you, Gabriella Trejo Payroll Clerk

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Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:17AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:15AM	Fax Sent	13372359363	1:57 N/A	5	OK

### Note:

Image on Fax Send Report is set to Off



March 15, 2012

DATE:

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet	
то:	Alice Galindo		FROM:	Gabriella Trejo	
FAX:	1-36	1-885-3773		TEL:	
RE:				CC:	
PHONE:	520	884.4604		FAX:	520.884.4639
	***************************************				
Sales/Tra	affic:	520.624.5983		News 4:	520.884.4644
Enginee	ring:	520.628.7186	,	GM:	520.884.4600
REMARK	(S:				
Attached are job posting for :  Multi Media Journalist  Master Control Operator  Account Executive  Interactive Account Executive					
Thank you	a Trejo	O			

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Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:20AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:18AM	Fax Sent	13618853773	1:58 N/A	5	OK

### Note:

Image on Fax Send Report is set to Off



# **KVOA** Communications, Inc.

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAG	ES:	5 pages including Coversheet
TO:	Sandy Byron		FRO	M:	Gabriella Trejo
FAX:	1-859-254-1272		TEL:		
RE:			CC:		
PHONE:	520	884.4604	FAX		520.884.4639
Sales/Traffic:		ic: 520.624.5983		s 4:	520.884.4644
Engineering:		<b>ng:</b> 520.628.7186			520.884.4600
DEMADIC.					

#### REMARKS:

Attached are job posting for:

Multi Media Journalist **Master Control Operator Account Executive** Interactive Account Executive

Thank you, Gabriella Trejo Payroll Clerk

This transmission is confidential and intended only for the above addressee. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this transmission is prohibited. If you have received this communication in error, please notify the sender immediately by phone and mail the original back to us. Thank you.

Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:23AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:21AM	Fax Sent	18592541272	1:57 N/A	5	OK

# Note:

Image on Fax Send Report is set to Off



**DATE:** March 15 2012

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#### www.kvoa.com

PAGES: 5 pages including Coverabeet

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# Facsimile Transmittal Sheet

			. 70	<u> </u>	5 pages including Coversneet	
TO:	Rebecca Paxton		FROM	l:	Gabriella Trejo	
FAX:	1-805-541-5142		TEL:			
RE:			CC:			
PHONE:	520.	884.4604	FAX:		520.884.4639	
Sales/Tra	affic:	520.624.5983	News	4:	520.884.4644	
Enginee	ring:	520.628.7186	GM:	****	520.884.4600	
REMARKS:  Attached are job posting for :  Multi Media Journalist  Master Control Operator  Account Executive  Interactive Account Executive						
Thank yo Gabriella Payroll C	a Trejo	)				

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**Fax Log for**Gabriella Trejo
+1 (520) 884-4639
Mar 15 2012 10:27AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:24AM	Fax Sent	18055415142	2:20 N/A	5	OK

# Note:

Image on Fax Send Report is set to Off

_			
Fax			
Dept of Economic Security	Olga Pinedo		
5441 E 22nd St	FAX: 584-9567		
Tucson AZ 85711	Tel: 584-8172	YES	V
Gospel Rescue Mission	Jenny Coverdale		
312 W 28th St	FAX: 622-8585		District District
Tucson, Az 85713	Tel: 622-3495	YES	
Pima Community College	Mary Holmes		
4905 C E Broadway Blvd	FAX: 206-4566		-
Tucson Az 85711	Tel: 206-4596	YES	
Pima County One Stop Career Center	Donna Baker	**************************************	
340 North Commerce Park Loop	FAX: 798-0599		
Tucson Az 85745	Tel: 798-0500	YES	1
ACAP	Angela Baker		
Job Assistance Center-Dept of the Army	FAX: 520-533-7059		-
United States Army Intelligence	Tel: 520-533-5764		
Fort Huachuca AZ 85613		YES	4
Arizona Commission of Indian Affairs	Lone Wells		
1400 W. Washington, Ste 300	FAX: 602-542-3223		
Phoenix, AZ 85007	Tel: 602-542-3123	YES	V



# Job Opening

### Multi Media Journalist

A strong NBC news station in Southern Arizona is looking for a talented, organized and aggressive Multi Media Journalist.

This reporter will shoot video, write and edit stories for our on-air and on-line product. Successful candidates will have demonstrated the ability to investigate stories and deliver compelling TV and digital media packages. You must be able to manage your time to produce content for multiple platforms including social networks on a variety of deadlines. Strong on-camera presentation skills including the ability to deliver live breaking news is a must.

Candidates must have at least 2 years experience as a reporter at a commercial television station. An Arizona driver's license will be required along with a clean driving record and the ability to lift and carry up to 50 pounds of equipment.

A Bachelor's degree in journalism, communications or a related field is preferred.

ENPS knowledge is a plus. Email or send your resume to:

Cathie Batbie KVOA-TV Assistant News Director 209 W. Elm Street Tucson, Arizona 85705 cbatbie@kvoa.com

NO PHONE CALLS PLEASE. KVOA IS AN EQUAL OPPORTUNITY EMPLOYER. PRE-EMPLOYMENT DRUG TESTING IS REQUIRED. MOTOR VEHICLE RECORD REQUIRED.



**DATE:** March 15, 2012

Payroll Clerk

## **KVOA** Communications, Inc.

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet	
TO:	Olga	Pinedo		FROM:	Gabriella Trejo
FAX:	584-9	9567		TEL:	
RE:				CC:	
			1411 A		
PHONE:	520	.884.4604		FAX:	520.884.4639
Sales/Tra	affic:	520.624.5983		News 4:	520.884.4644
Enginee	<b>eering:</b> 520.628.7186		GM:	520.884.4600	
REMARK	S:				
Attached	ł are j	ob posting for :	Multi Media Jou Master Control Account Execu Interactive Acc	Operator tive	
Thank you Gabriella		)			

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Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:31AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:29AM	Fax Sent	5849567	1:54 N/A	5	OK

### Note:

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An image of page 1 will appear here for faxes that are sent as Scan and Fax.



March 15, 2012

DATE:

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet	
TO:	Jenn	y Coverdale		FROM:	Gabriella Trejo
FAX:	622-8	3585		TEL:	
RE:				CC:	
PHONE:	520	.884.4604		FAX:	520.884.4639
Sales/Tr	affic:	520.624.5983		News 4:	520.884.4644
Enginee	ring:	520.628.7186		GM:	520.884.4600
REMARK	S:				
Attached	d are j	ob posting for :	Multi Media Jou Master Control Account Execu Interactive Acc	Operator tive	
Thank yo Gabriella Pavroll O	a Trejo	)			

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# HP Officejet Pro 8500 A909g All-in-One series

Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:34AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:32AM	Fax Sent	6228585	2:01 N/A	5	OK

### Note:

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# Facsimile Transmittal Sheet

DATE.	March 15, 2012		PAGES:	5 pages including Coversheet	
TO:	Mary Holmes		FROM:	Gabriella Trejo	
FAX:	206-4	<b>1</b> 566		TEL:	
RE:				CC:	
PHONE:	<b>PHONE:</b> 520.884.4604			FAX:	520.884.4639
**************************************					
Sales/Tra	affic:	520.624.5983		News 4:	520.884.4644
Engineering:		520.628.7186		GM:	520.884.4600
***************************************					
REMARK	(S:				
Attached	d are j	ob posting for:			
	-	-	Multi Media Jou	irnalist	

Multi Media Journalist
Master Control Operator
Account Executive
Interactive Account Executive

Thank you, Gabriella Trejo Payroll Clerk

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# HP Officejet Pro 8500 A909g All-in-One series

Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:37AM

## Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:35AM	Fax Sent	2064566	1:56 N/A	5	OK

### Note:

Image on Fax Send Report is set to Off

An image of page 1 will appear here for faxes that are sent as Scan and Fax.



Thank you, Gabriella Trejo Payroll Clerk

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# Facsimile Transmittal Sheet

DAIE:	March 15, 2012		PAGES:	5 pages including Coversheet	
то:	Donr	na Baker		FROM:	Gabriella Trejo
FAX:	798-0	)599		TEL:	
RE:				CC:	
PHONE:	520	884.4604		FAX:	520.884.4639
Sales/Tra	affic:	fic: 520.624.5983		News 4:	520.884.4644
Enginee	ring:	520.628.7186		GM:	520.884.4600
REMARK	S:				
Attached	l are j	ob posting for:			
			Multi Media Jou Master Control Account Execut Interactive Acco	Operator tive	

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**Fax Log for**Gabriella Trejo
+1 (520) 884-4639
Mar 15 2012 10:40AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:38AM	Fax Sent	7980599	1:59 N/A	5	OK

### Note:

Image on Fax Send Report is set to Off

An image of page 1 will appear here for faxes that are sent as Scan and Fax.



**DATE:** March 15, 2012

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# Facsimile Transmittal Sheet

DATE:	Marc	h 15, 2012		PAGES:	5 pages including Coversheet		
то:	Angela Baker		FROM:	Gabriella Trejo			
FAX:	1-520	)-533-7059		TEL:			
RE:	11.1			CC:			
	1	×					
PHONE:	520.	884.4604		FAX:	520.884.4639		
Sales/Tra	affic:	520.624.5983		News 4:	520.884.4644		
Enginee	eering: 520.628.7186			GM:	520.884.4600		
REMARK							
Attached	Attached are job posting for :  Multi Media Journalist  Master Control Operator  Account Executive  Interactive Account Executive						
Thank yo Gabriella Payroll C	a Trejo	)					

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# HP Officejet Pro 8500 A909g All-in-One series

Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:44AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:42AM	Fax Sent	15205337059	1:56 N/A	5	OK

## Note:

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An image of page 1 will appear here for faxes that are sent as Scan and Fax.



March 15, 2012

DATE:

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# Facsimile Transmittal Sheet

DATE:	March 15, 2012		PAGES:	5 pages including Coversheet
TO:	Lone Wells		FROM:	Gabriella Trejo
FAX:	1-602	2-542-3223	TEL:	
RE:			CC:	
PHONE:	520	004.4004		
PHONE:	520.	884.4604	FAX:	520.884.4639
Sales/Tra	affic:	520.624.5983	News 4:	520.884.4644
Enginee	ring:	520.628.7186	GM:	520.884.4600
REMARK	····	ob posting for :		
		Multi Med Master Co Account E	lia Journalist ontrol Operator Executive e Account Exec	
Thank yo Gabriella Payroll C	a Trejo	)		

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Fax Log for Gabriella Trejo +1 (520) 884-4639 Mar 15 2012 10:50AM

# Last Transaction

Date	Time	Туре	Station ID	Duration Digital Fax	Pages	Result
Mar 15	10:48AM	Fax Sent	16025423223	1:56 N/A	5	ОК

## Note:

Image on Fax Send Report is set to Off

An image of page 1 will appear here for faxes that are sent as Scan and Fax.

Recruitment Sources	CONTACT	ENTITLED TO NOTIFICATION	M
E-Mail			and distriction
Chicanos Por La Cause-Employment Specialist	Lola Benitez		
200 N Stone Ave	FAX: 884-9007		-
Tucson AZ 85701	TEL: 882-0018 EXT#279		Circumous and Ci
	gracie.fierro@cplc.org	YES 1	
NAACP Tucson Branch	Clarence Boykins		
2160 N 6TH Ave			
Tucson AZ 85705	TEL: 622-8277		
	CLARENCE540@AOL.COM	YES	1
Tucson Urban League	Donna Baker		1
2305 S Park Ave	FAX: 623-9364	Concession and the Concession an	
Tucson AZ 85713	TEL: 791-9522	Management of the Control of the Con	
	dbakerx@csd.pima.gov	YES	1
Tucson Indian Center	Benny M McCabe	2 Security Conference	
705 N Main Ave	FAX: 884-0240		
Tucson AZ 85705	TEL: 884-7131		
	Benmcabe@hotmail.com	YES	
National Association of Hispanic Journalists	NAHJ Job Bank		
1000 National Press Bld 529 14st MW	TEL: 202-662-7168		
Washington DC 20045-2001	FAX: 202-662-7144		
	Jobbank@nahj.org	YES 1	
Family Support Center	Regan Mendina-Pellow/USAF ACC	IILS I	
3500 S.Craycroft Rd. Bldg.3210	TEL: 228-5690		
Davis-Monthan AFB, AZ 85707	FAX: 228-5622		
•	Regan.Mendina-Pellow@dm.af.mil	YES	
Fred G Acosta Job Center	Joe Romano	1123	
901 S Campbell Ave	TEL: 879-9234		
Tucson AZ 85719	122. 070 0204		
	romano.joe@jobcorps.org	YES	
National Urban League	S Harris	162	
120 Wall Street	TEL: 212-558-5300		
New York, NY 10005	TEE. 212-330-3300		
	Sharris@nul.org	1/50	
Goodwill Industries of So Arizona Inc.	Lisa Larivee	YES	
1940 E. Silverlake #403			
Tucson AZ 85713	TEL: 520-623-5174 ext.117	PROPERTY AND ADDRESS OF THE PROPERTY A	
1.400011 7.12 007 10	Hariston One and 1914		
TT Technical Institute	llarivee@goodwill-tucson.org	YES 1	4
1455 W. River Rd.	Lisa Deery		
Fucson, AZ 85704	TEL: 520-408-7488		
4050H, AZ 00704	ld		
P.H.A.S.E / YWCA	Ideery@itt-tech.edu	YES	
525 N. Bonita Ave	Liz Rabago	used to fax/	
CLIN DUBING AVE	1 1 to 1 0 0 0 1 0 1 0 1 0 1	, , ,	1

TEL: 884-7810

Irabago@ywcatucson.org

requested

email

YES

525 N. Bonita Ave.

Tucson Az 85745

## Gabriella Trejo

From:

Gabriella Trejo

Sent:

Thursday, March 15, 2012 9:55 AM

To:

'gracie.fierro@cplc.org'; 'clarence540@aol.com'; 'dbakerx@csd.pima.gov'; 'benmcabe@hotmail.com'; 'jobbank@nahj.org'; 'Mendina-Pellow, Regan Civ USAF ACC 355 FSS/FSFR'; 'romano.joe@jobcorps.org';

'sharris@nul.org'; 'llarivee@goodwill-tucson.org'; 'ldeery@itt-tech.edu'; 'lrabago@ywcatucson.org'

Subject:

(4) Job Openings

Attachments: MMJ Posting.doc; Master Control 2012.doc; Account Executive job posting .doc; Interactive Account

Executive.docx

Hello,

We currently have a job opening for the attached job descriptions:

Multi Media Journalist Master Control Operator Account Executive Interactive Account Executive

Thank you, Gabriella Payroll Clerk



# Job Opening

## Multi Media Journalist

A strong NBC news station in Southern Arizona is looking for a talented, organized and aggressive Multi Media Journalist.

This reporter will shoot video, write and edit stories for our on-air and on-line product. Successful candidates will have demonstrated the ability to investigate stories and deliver compelling TV and digital media packages. You must be able to manage your time to produce content for multiple platforms including social networks on a variety of deadlines. Strong on-camera presentation skills including the ability to deliver live breaking news is a must.

Candidates must have at least 2 years experience as a reporter at a commercial television station. An Arizona driver's license will be required along with a clean driving record and the ability to lift and carry up to 50 pounds of equipment.

A Bachelor's degree in journalism, communications or a related field is preferred.

ENPS knowledge is a plus. Email or send your resume to:

Cathie Batbie KVOA-TV Assistant News Director 209 W. Elm Street Tucson, Arizona 85705 cbatbie@kvoa.com

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Recruitment Sources	CONTACT	ENTITLED TO NOTIFICATION		
E-Mail		ordentific and children account deliverable properties and address account account and assessment and account a	Photographic Control of the Control	
AWRTTucson Chapter katrina@adwiz.com		NO	V	
Brown Mackie College lisanchez@brownmackie.edu		NO		
Tucson Advertising Federation membership@aaftucson.org		NO	V	

## Gabriella Trejo

From:

Gabriella Trejo

Sent:

Thursday, March 15, 2012 9:57 AM

To:

'Katrina Noble'; 'Sanchez, Liliana'; 'membership@aaftucson.org'

Subject:

(4) Job Openings

Attachments: MMJ Posting.doc; Master Control 2012.doc; Account Executive job posting .doc; Interactive Account

Executive.docx

Hello,

We currently have a job opening for the attached job descriptions:

Multi Media Journalist Master Control Operator Account Executive Interactive Account Executive

Thank you, Gabriella Payroll Clerk



# Job Opening

## Multi Media Journalist

A strong NBC news station in Southern Arizona is looking for a talented, organized and aggressive Multi Media Journalist.

This reporter will shoot video, write and edit stories for our on-air and on-line product. Successful candidates will have demonstrated the ability to investigate stories and deliver compelling TV and digital media packages. You must be able to manage your time to produce content for multiple platforms including social networks on a variety of deadlines. Strong on-camera presentation skills including the ability to deliver live breaking news is a must.

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Cathie Batbie KVOA-TV Assistant News Director 209 W. Elm Street Tucson, Arizona 85705 cbatbie@kvoa.com

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			MUT
Mail			. 7
D.E.S. Vocational Rehabilitation	Wonita Yodice		
400 W Congress #420			
Tucson AZ 85701	Tel: 628-6810	YES	
Tetra Corporation	Mary Lespron		
PO Box 50544			The same of the sa
Tucson AZ 85703	Tel: 622-4874 ext 130	YES	V
Tucson Black Chamber of Commerce	Shirley Hockett		
P.O. Box 2385			and the same of th
Tucson AZ 85702-2385		YES	
Community Outreach Prog for the Deaf & Blind	Jane Kiser-Schmidt		
268 W Adams St			#
Tucson AZ 85705		YES	
Tohono O'adham Nation	Freddie Lopez		AATO OF THE SAME SAME SAME SAME SAME SAME SAME SAM
PO Box 837		A Commence of the Commence of	
Sells AZ 85634		YES	
KUAT Communications	Terri Sweet		
PO Box 210067			
Tucson AZ 85721	Tel: 520-621-5828	YES	
National Assoc. of Black Journalists	Ryan Williams		
University of Maryland			
1100 Knight Hall, Suite 3100			
College Park, MD 20742	Tel: 301-405-0248	YES	V
Scottsdale Community College	Raymond Dixon		
9000 East Chaparral Road			
Scottsdale, AZ 85253	Tel: 480-423-6523	YES	1



## Interactive Account Executive

Reports To: Interactive Director Position Level: Sales Executive

Summary: The Interactive Account Executive (IAE) is responsible for driving digital revenue and achieving

monthly revenue budgets.

Specific Responsibilities: The IAE is responsible for prospecting, presenting, closing and maintaining a growing list of local advertising clients. To achieve this, the IAE will:

Consistently prospect for new advertisers and research new client categories

- \* Establish and maintain excellent, mutually beneficial working relationships with local advertisers
- Package, present and sell Cordillera Interactive products to clients on an ongoing basis.
- Serve as a front-line marketing consultant to local advertisers, including interviewing to determine interactive marketing needs and aligning those needs optimally with Cordillera Interactive products and services.
- Be knowledgeable, in the sense of capabilities and limitations, about all aspects of online marketing and sales, including display advertising, video, sponsorships, verticals, SEO, SEM, reputation management, email and mobile marketing.
- Provide excellent customer service to clients, including high availability and responsiveness to inquiries and support requests.
- Consistently achieve high activity levels in new business development.
- Work cooperatively with other sellers to ensure as many advertisers as possible are being called on.
- Work precisely and cooperatively with local and corporate interactive operations staff and business staff to ensure timely, accurate sales order entry; insertion order entry; campaign creative production; campaign monitoring and optimization; and billing reconciliation.
- Report routinely to the ID on all pertinent market intelligence, as well as account and pipeline status reports.
- When requested, assist in building and deploying sales-related products for the market.

**Position Requirements:** The Interactive Account Executive should have the following, or comparable, skills, abilities and experience:

- A bachelor's degree in a related field.
- Minimum 1 year sales, business development or related experience, preferably in interactive and/or media services.
- A broad working knowledge of the fundamentals and emerging trends of interactive media sales, advertising, and marketing solutions for local businesses.
- Excellent verbal, written and visual communications skills; presentation skills; and interpersonal communications skills.
- A self-starter with a passion for the close and a deft touch at maintaining mutually beneficial customer relationships.

Apply to:
<a href="mailto:llueck@kvoa.com">llueck@kvoa.com</a>
Lacy Lueck
c/o KVOA TV
209 West Elm, Tucson AZ85705

\*No phone calls please.

KVOA IS AN EQUAL OPPORTUNITY EMPLOYER. PRE-EMPLOYMENT DRUG TESTING IS REQUIRED. MOTOR VEHICLE RECORD REQUIRED.



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400 W. Congress #420

D.E.S. Vocational Rehabilitation

Tucson, AZ 85701



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Tetra Corporation P.O. Box 50544 Tucson, AZ 85703





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Tucson Black Chamber of Commerce P.O. Box 2385 Tucson, AZ 85702-2385



Box 5188, Tucson, AZ 85703-0188 Studios at 209 W. Elm, 85705-6538 **kvoa.com**  Community Outreach Program for the Deaf & Blind 268 W. Adams St. Tucson, AZ 85705





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Tohono O'adham Nation P.O. Box 837 Sells, AZ 85634





Box 5188, Tucson, AZ 85703-0188 Studios at 209 W. Elm, 85705-6538 **kvoa.com** 

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National Assoc. of Black Journalists 1100 Knight Hall, Suite 3100 College Park, MD 20742





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Mail				
Chicano/Hispanic Student Affairs	Leona R. Puente			
Economics 23 PO Box 210023				
Tucson AZ 85721		NO	4	
LULAC	Richard Fimbres			
PO Box 2443				
Tucson AZ 85702		NO	4	
Access Tucson	Sam Barron			
124 E Broadway Blvd				,
Tucson AZ 85701		NO	V	
Jackson Employment Center	Cheryl Bakari			
400 E 26th St				
Tucson AZ 85713		NO	4	
KQTL	Araceli Espinoza	1.14	M	BW INESS?
2955 E Broadway Blvd		I	U	PM IMP2
Tucson AZ 85716		NO		
Pascua Yaqui Tribe	Carmen Thomas			
7474 S. Camino de Oeste	HR Director			
Tucson, Az 85746		NO	V	
Emanual Grace Church	Minister Charles Watkins			
1440 Camino del Sierra				_
Tucson Az 85713		NO	4	



### Interactive Account Executive

Reports To: Interactive Director Position Level: Sales Executive

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- A self-starter with a passion for the close and a deft touch at maintaining mutually beneficial customer relationships.

Apply to: llueck@kvoa.com Lacy Lueck c/o KVOA TV 209 West Elm, Tucson AZ85705

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Box 5188, Tucson, AZ 85703-0188 Studios at 209 W. Elm, 85705-6538 **kvoa.com**  Jackson Employment Center 400 E. 26<sup>th</sup> St. Tucson, AZ 85713



Box 5188, Tucson, AZ 85703-0188 Studios at 209 W. Elm, 85705-6538 **kvoa.com**  Pascua Yaqui Tribe 7474 S. Camino De Oeste Tucson, AZ 85746



Box 5188, Tucson, AZ 85703-0188 Studios at 209 W. Elm, 85705-6538 **kvoa.com** 

Emmanuel Grace Church 1440 Camino Del Sierra Tucson, AZ 85713





# Job Opening

## Multi Media Journalist

A strong NBC news station in Southern Arizona is looking for a talented, organized and aggressive Multi Media Journalist.

This reporter will shoot video, write and edit stories for our on-air and on-line product. Successful candidates will have demonstrated the ability to investigate stories and deliver compelling TV and digital media packages. You must be able to manage your time to produce content for multiple platforms including social networks on a variety of deadlines. Strong on-camera presentation skills including the ability to deliver live breaking news is a must.

Candidates must have at least 2 years experience as a reporter at a commercial television station. An Arizona driver's license will be required along with a clean driving record and the ability to lift and carry up to 50 pounds of equipment.

A Bachelor's degree in journalism, communications or a related field is preferred.

ENPS knowledge is a plus. Email or send your resume to:

Cathie Batbie KVOA-TV Assistant News Director 209 W. Elm Street Tucson, Arizona 85705 cbatbie@kvoa.com

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